

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT				1. CONTRACT ID CODE N/A		PAGE 1		OF PAGES		
2. AMENDMENT/MODIFICATION NO. 01		3. EFFECTIVE DATE 02/15/2002		4. REQUISITION/PURCHASE REQ. NO N/A			5. PROJECT NO. (If applicable)			
6. ISSUED BY CODE				7. ADMINISTERED BY CODE						
USAID/RSC/RCO/Budapest BUDAPEST - 1054 Szabadsag ter 7-8., 4 th floor, Granit Tower, Hungary				(If other than Item 6)						
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP code)				X <input type="checkbox"/>		9A. AMENDMENT OF SOLICITATION NO. 165-02-10				
				<input type="checkbox"/>		9B. DATED (SEE ITEM 11) 01/24/2002				
				<input type="checkbox"/>		10A. MODIFICATION OF CONTRACT/ORDER NO.				
				<input type="checkbox"/>		10B. DATED (SEE ITEM 13)				
CODE		FACILITY CODE								
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS										
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended <input type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.										
12. ACCOUNTING AND APPROPRIATION DATA (If required)										
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.										
<input type="checkbox"/> A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify Authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.										
<input type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY										
X <input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: The FAA of 1961, as amended and EO 11223										
<input type="checkbox"/> D. OTHER (Specify type of modification and authority)										
E. IMPORTANT: Contractor X <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.										
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)										
<p>The purpose of this amendment is to: (1) change the closing date of the RFP from "March 6, 2002" to "March 22, 2002, at 4: 00 PM"; (2) in Section C.4.II.1 (paragraph 13) "six to eight pilot courts" is changed to "six pilot courts"; (3) delete under Section H.9(d) Annual Salary Increase. The contract may include an alternate paragraph on this topic based on the successful proposal or negotiation; (4) add missing Attachment 2; (5) add list of interested parties; and (6) to provide technical and business clarifications.</p> <p>Please see continuation on the following pages.</p> <p>Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.</p>										
15A. NAME AND TITLE OF SIGNER (Type or print)					16A NAME AND TITLE OF CONTRACTING OFFICER (Type or print)					
15B. CONTRACTOR/OFFEROR					15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
(Signature of person authorized to sign)					(Signature of person authorized to sign)					

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE 2	OF PAGES
Amendment 1	3. EFFECTIVE DATE 02/15/2002	4. REQUISITION/PURCHASE REQ. NO	5. PROJECT NO. (If applicable)		

A. List of parties that have expressed interest:

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B. Technical and Business Clarifications

1. The expectation is that the contractor will work in just six pilot courts (two per Appellate area). We expect the contractor to work with six basic courts, two per Appellate Area. We have not specifically identified which, except for Skopje Appellate Area: either Basic Court Skopje I or Basic Court Skopje II. Given the size of Macedonia, the choice will have no significant cost implications. The \$2.4 million referred to in Section L.9.e. is only the budget allowance for court automation and facilities improvement, specifically the amount which contractors should budget for the acquisition/installation of computer hardware, software and facility renovation as described in the section starting in the ninth paragraph C.4.II.2, which is entitled "Court Automation and Facilities Improvement". Since the costs of computerization and facilities work cannot be determined until further needs assessments and automation plans are completed, this \$2.4 million budget allowance has been established for these items. This budget allowance does not include the costs of other goods and services which may be required to carry out the legal structure and practices component and the court administration and management component of the project and proposers should ensure that those costs are included in their cost proposals.
2. The expectation is that, based on its work in the pilot basic courts, standards will be developed that have system-wide application. The contractor will not be required to work outside of the pilot courts, although consultation with and the involvement of basic court judges from outside of the pilot courts may be necessary in order to develop valid and appropriate basic court standards.
3. Ministry of Justice computerization plan is currently on hold. The Ministry did do needs assessment by sending a questionnaire to each court, but they (MOJ) were reluctant to make it available to us. We don't know how good the assessment was and whether it has much usefulness for our project. The Ministry's concept was a central system-workstation approach, and they were not interested in a PC-based system. For that reason the assessment done by the MOJ, could be hardly of any use to us, and it would also be out of date. The MOJ work to date should not affect the contractor's ability to assess and plan individual court needs.

4. In the past, some training sessions at Center for Continuing Education (CCE) have also been attended by legal professionals other than judges (typically prosecutors), where the subject is appropriate for both, and that is expected to continue. CCE has also trained court administrative personnel and, on occasion, lawyers. The Contractor will not carry out training designed specifically or primarily for prosecutors or police.
5. The pilot on-site training program is not limited to the courts selected for the case management improvement program. In fact, it may be desirable that other basic courts participate in this program, if that makes sense. The primary objective of this effort is to demonstrate the feasibility and usefulness of doing on-site training, so the number of trainees and participating courts should be determined by the Contractor based on what is required to determine the value and usefulness of this training modality.
6. Proposers should plan to provide all office space necessary to carry out their work. There are cases with similar USAID projects in other countries where the court(s) have supplied office space at the court and some of the courts in Macedonia may agree to do this, but at the moment we cannot be sure that they will do that. So, the Contractor should plan to provide adequate office space for all of its staff.
7. The 4000 person days of training figure is intended simply to indicate the anticipated amount of training time to be provided to participants and does not relate to the amount of time that various contractor employees/consultants/subcontractors may have to spend in planning, preparing for, conducting and evaluating the training provided. The 4,000 person days are therefore not included in the F.7 "Workdays of Service" to be provided by the Contractor. The 4,000 person days figure is only the amount of training days to be provided, and not a measure of labor costs or other training expenses. The contractor should calculate estimated costs, both direct and indirect, labor and materials, of providing this amount of instruction and include such costs in its proposal.
8. The U.S. Government estimate for this contract will not be provided.
9. An electronic proposal submitted in accordance with RFP instructions need not be followed by original signature copies.
10. Regarding F.6 Progress Reporting Requirements, information on the time and content parameters for the Dissemination Strategy (section D) are not available at this time.